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## Authorizing Payer

Federal privacy regulations limit the access of other people, including family members, to a student's account at Fei Tian College–Middletown.

**Students: If a parent or another sponsor is responsible for your bill, you will need to set them up as an Authorized Payer.**

By completing and signing this form, the student will allow the Authorized Payer to receive, view and pay the student's bill.

Please submit the completed form:

1. Email: [sfs@mt.feitian.edu](mailto:sfs@mt.feitian.edu)
2. In person: Main Office 4<sup>th</sup> Floor Room 423, 14 Jason Pl., Middletown, NY 10940
3. Mail: Office of Student Financial Services, 1 Ashley Avenue, Middletown, NY 10940

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### Authorized Payer Information:

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Email \_\_\_\_\_ Phone No. \_\_\_\_\_

Address \_\_\_\_\_

Relationship to Student:  Parent  Other Relative  Employer  
 Other, please describe: \_\_\_\_\_

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### Student:

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Email \_\_\_\_\_ Phone No. \_\_\_\_\_

Student ID \_\_\_\_\_ Other Note \_\_\_\_\_

Authorization Signature \_\_\_\_\_ Date \_\_\_\_\_

### For Billing Enquiries:

Visit: D423A 14 Jason Pl., Middletown, NY 10940

Or Email: [sfs@mt.feitian.edu](mailto:sfs@mt.feitian.edu) (please allow 1-2 business day response time)